

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## **PHA Plan Agency Identification**

**PHA Name:** The Johnson City Housing Authority

**PHA Number:** TN002

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/1999

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☒ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

**To cost effectively assist eligible very low and low income families by providing opportunities for affordable housing and socioeconomic advancement in a discrimination-free environment.**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☐ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers:
  - ☐ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing  
Objectives:
- ☐ Improve public housing management: (PHAS score)
  - ☐ Improve voucher management: (SEMAP score)

- ☐ Increase customer satisfaction:
  - ☐ Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - ☐ Renovate or modernize public housing units:
  - ☐ Demolish or dispose of obsolete public housing:
  - ☐ Provide replacement public housing:
  - ☐ Provide replacement vouchers:
  - ☐ Other: (list below)
- ☐ PHA Goal: Increase assisted housing choices
- Objectives:
- ☐ Provide voucher mobility counseling:
  - ☐ Conduct outreach efforts to potential voucher landlords
  - ☐ Increase voucher payment standards
  - ☐ Implement voucher homeownership program:
  - ☐ Implement public housing or other homeownership programs:
  - ☐ Implement public housing site-based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☐ PHA Goal: Provide an improved living environment
- Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☐ Implement public housing security improvements:
  - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☐ Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:

- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - ☐ Other: (list below)

### **Other PHA Goals and Objectives: (list below)**

#### **Five-Year Goals**

The goals and objectives adopted by the Johnson City Housing Authority ("Authority") are:

**Goal: ORGANIZATIONAL IMAGE**  
**To improve the image and perception of the Authority as an organization.**

#### **Objectives:**

1. To have published a minimum of one positive article per year in the newspaper with largest circulation within the Authority's jurisdiction.
2. To apply for no less than two national housing/community development awards programs within the term of the Strategic Plan.
3. To publicly address no less than four public service organizations within the term of the Strategic Plan.

**Goal: MANAGEMENT ISSUES**

To develop an organization-wide line and staff structure to complement effectively the legislative, technical, and regulatory demands generated by the Quality Housing & Work Responsibility Act of 1998.

#### **Objectives:**

1. Analyze the current line and staff structure to ensure there are no overlapping functions.
2. Review position descriptions to ensure that each scope of responsibility is unique.
3. Define department-specific key results areas that contribute directly to the Public Housing Assessment System and Section 8 Management Assistance Program quantifiable goals.

**Goal: HOUSING ISSUES**

Ensure that Authority owned and assisted units are decent, sanitary, safe, and in good repair.

*Objectives:*

1. Ensure that at least 99 percent of unit, utility-, and/or system-related emergencies are corrected and/or abated within 24 hours.
2. Provide 24 hour, seven day per week emergency on-call support service at all sites.
3. Inspect all major systems, including plumbing, electrical, and HVAC, annually.
4. Develop and implement a preventive maintenance schedule for all major systems.

**Goal: FISCAL ISSUES**

**Ensure cost effective oversight and utilization of Authority funding and physical resources.**

*Objectives:*

1. Ensure compliance with:
  - ? The Annual Contributions Contract
  - ? The US Housing Act of 1937, as amended
  - ? Federal and state procurement laws and regulations.
2. Comply with generally accepted accounting principles.
3. Maintain sound investment practices for all Authority funds.

**Goal: ECONOMIC SELF-SUFFICIENCY**

Increase the number and percentage of employed persons in assisted families.

*Objectives:*

1. Increase supportive services through agency collaboration to improve assistance for recipients' employability.
2. Coordinate with other service-providers to increase independence for the elderly or families with disabilities.
3. Promote economic and educational opportunities for eligible residents.

**Goal: COLLABORATION ISSUES**

Partner with Authority recognized resident councils, state, county, and local government entities to improve quality of life choices for residents.

*Objectives:*

1. Establish a joint venture program with the local governing unit to provide expanded recreational opportunities for public housing youth.
2. Implement a Cooperative Agreement with East Tennessee State University to provide joint educational programming for eligible Authority residents.
3. Provide social support services to the extent possible.

Goal: **CRIME AND SAFETY ISSUES**

Provide a safe and secure environment in the Authority's public housing developments.

**Objectives:**

1. Improve resident and community perception of safety and security in the Authority's public housing developments through resident meetings.
2. Refine the Memorandum of Understanding between the City of Johnson City's Police Bureau and the Authority.
3. Establish a policy and procedure to attract police officers to live in public housing developments.

Goal: **EQUAL OPPORTUNITY ISSUES**

Manage and operate the Authority in full compliance with all equal opportunity laws and regulations and affirmatively further fair housing.

**Objectives:**

1. Mix public housing development populations as much as possible with respect to ethnicity, race, and income.  
To accomplish this goal, we will:
  - a. Market public housing in particular neighborhoods to families from groups that don't typically live in those neighborhoods.
  - b. Provide more consultation and information about housing opportunities to applicants for public housing
  - c. Provide more supportive services and amenities to public housing developments to make them more attractive to new residents
1. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.
2. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐

**Standard Plan**

**Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

## **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan including attachments, and a list of supporting documents available for public inspection

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### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:



- ☒ Admissions Policy for Deconcentration  
☒ FY 2000 Capital Fund Program Annual Statement  
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- ☐ PHA Management Organizational Chart  
☒ FY 2000 Capital Fund Program 5 Year Action Plan  
☒ Public Housing Drug Elimination Program (PHDEP) Plan  
☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)  
☐ Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
<b>X</b>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public housing rent determination policies, including the methodology for setting public housing flatrents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
<b>X</b>	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income <= 30% of AMI	2078	4	4	3	N/A	4	N/A
Income >30% but <=50% of AMI	3117	4	4	3	N/A	4	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income >50% but <80% of AMI	1808	4	4	3	N/A	4	N/A
Elderly	518	5	5	2	N/A	4	N/A
Families with Disabilities	498	4	4	3	N/A	4	N/A
African/American	2400	3	4	3	N/A	4	N/A
Hispanic	426	4	4	3	N/A	4	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
---

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	114		228
Extremely low income <=30% AMI	89	78%	
Very low income (>30% but <=50% AMI)	21	18.5%	
Low income (>50% but <80% AMI)	4	3.5%	
Families with children	42	36.8%	
Elderly families	20	17.5%	
Families with Disabilities	30	26.3%	
White	91	80%	
Hispanic	4	3.5%	
African American	19	16.5%	
Native American	1	0.87%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	66	57.9%	
2 BR	32	28.07%	
3 BR	12	10.52%	
4 BR	3	2.63%	
5 BR	1	0.88%	
5+ BR	0	0%	

Housing Needs of Families on the Waiting List			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	87		60
Extremely low income <=30% AMI	71	81.61%	
Very low income (>30% but <=50% AMI)	14	16.09%	
Low income (>50% but <80% AMI)	2	2.3%	
Families with children	40	45.97%	
Elderly families	6	6.89%	
Families with Disabilities	13	14.94%	
White	63	72.41%	
African American	21	24.14%	
Hispanic	3	3.45%	
Asian Pacific	1	1.1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	46	52.87%	
2 BR	29	33.33%	
3 BR	9	10.35%	
4 BR	3	3.45%	
5 BR	0	0%	

Housing Needs of Families on the Waiting List			
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☐ Apply for additional section 8 units should they become available

- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenantbased assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☒ Other: (list below)  
*Outreach to attract extremely low income families.*

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)  
*Employ admissions preferences that are aimed at the elderly*

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**



Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

***Employ admission preferences for families with disabilities.***

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☐ Funding constraints
- ☐ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$2,480,671.00	PH Operations
b) Public Housing Capital Fund	\$1,336,549.00	PH Capital Improvements
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,303,887.00	Section 8 tenant Based assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$173,293.00	PH Safety/Security
g) Resident Opportunity and Self-Sufficiency Grants	\$0.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)	\$0.00	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CGP 70899	\$231,694.00	PH Capital Improvements
PHDEP 99	\$38,037.53	PH Safety/Security

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>3. Public Housing Dwelling Rental Income</b>	\$740,424.00	
<b>4. Other income</b> (list below)		
<b>4. Non-federal sources</b> (list below)		
<b>Excess Utilities</b>	\$23,000.00	PH Operations
<b>Interest Income</b>	\$63,750.00	PH Operations
<b>Other Income</b>	\$56,800.00	PH Operations
<b>Total resources</b>	\$6,448,105.53	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: **(3 Months)**
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☒ Other (**References**)

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection**(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site based waiting list plan)?  
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One  
☒ Two  
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies  
☐ Overhoused  
☒ Underhoused  
☒ Medical justification  
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)  
☐ Resident choice: (state circumstances below)  
☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

☒ Involuntary Displacement (Disaster, Government Action, Action of Housing

- ☐ Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

***Elderly***

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

## 6 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 3 Victims of domestic violence

Other preferences (select all that apply)

- ☒4 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒4 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☒4 Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒2 Other preference(s) (list below)

***Elderly and disabled***

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing  
☐ Actions to improve the marketability of certain developments  
☐ Adoption or adjustment of ceiling rents for certain developments  
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts  
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts  
☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete subcomponent 3B.  
**Unless otherwise specified, all questions in this section apply only to the tenantbased section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation  
☐ Criminal and drug-related activity, more extensively than required by law or regulation  
☐ More general screening than criminal and drug-related activity (list factors below)



☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity

☒ Other (describe below)

*Current and prior addresses, names and addresses for those prior addresses*

## **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☒ PHA main administrative office

☐ Other (list below)

## **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

*For disability or if a unit can not be found, but it must be documented*

## **(4) Admissions Preferences**

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☒ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in your jurisdiction  
☒ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☒ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☒ Other preference(s) (list below)

*Elderly*

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

6 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 3 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☒ 4 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☒ 4 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households ~~that~~ contribute to meeting income requirements (targeting)
- ☒ 4 Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ 2 Other preference(s) (list below)
- Elderly*

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan

- ☐ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices
- ☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

***Flat rent equals 9% of FMR plus utility allowance.***

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

☐ Yes but only for some developments

☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☒ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☒ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families  
☒ Rent burdens of assisted families  
☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year	Expected Turnover
--------------	----------------------------------	-------------------



	<b>Beginning</b>	
Public Housing	730	228
Section 8 Vouchers	83	10
Section 8 Certificates	191	50
Section 8 Mod Rehab	50	12
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	730	228
Other Federal Programs(list individually)		

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
  - Unit Turnaround Procedure
  - Pest Control Procedure
  - Schedule of Charges
- (2) Section 8 Management: (list below)
  - Section 8 Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

***Alcohol Abuse***

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

## **B. Section 8 Tenant-Based Assistance**

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

***Alcohol Abuse***

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure longterm physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables

provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) tn002b01.xls

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

## **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment tn002b01.xls

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/>

Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below

<b>Designation of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:

2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### **2. Activity Description**

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment?

<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance



1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 04/21/98

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals

- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☒ Jointly administer programs
- ☒ Partner to administer a HUD Welfare-to-Work voucher program
- ☒ Joint administration of other demonstration program
- ☐ Other (describe)

## B. Services and programs offered to residents and participants

### (1) General

#### a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

#### b. Economic and Social self-sufficiency programs

- ☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or

		selection/specific criteria/other)		both)

## **(2) Family Self Sufficiency program/s**

### **a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
Public Housing		
Section 8		

- b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

## **C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rentdetermination policies and train staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies

☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

(select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: tn002a01)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - ☐ Not applicable
  - ☐ Private management
  - ☐ Development-based accounting
  - ☐ Comprehensive stock assessment
  - ☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☒ Attached at Attachment (File name) tn002c01
- ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☒ The PHA changed portions of the PHA Plan in response to comments
- List changes below:
- Changed ACOP with regard to an applicant's refusal of an offered unit.
- ☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

#### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot

☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenantbased assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (City of Johnson City, Tennessee)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - ☐ Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.



## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

PHDEP Plan

Capital Fund Annual Statement w/5 Year Action Plan

Resident Advisory Board Comments

# Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

## Section 1: General Information/History

**A. Amount of PHDEP Grant \$173,293.00**

**B. Eligibility type (Indicate with an "x")** N1\_\_\_\_\_ N2\_\_\_\_\_ R **X**

**C. FFY in which funding is requested 2000**

### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Johnson City Housing Authority continues its strategies to provide safe public housing for the residents through comprehensive interdiction programs, prevention programs, and extra police protection. A coordinator will direct drug prevention activities such as parenting for prevention education lifeskill training, drug-free leisure and cultural activities to encourage a drug-free lifestyle. Agencies will also provide various programs and services to residents that include GED training, coping skills family financial management and home economics.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
CARVER	74	170
KEYSTONE	226	506
DUNBAR	30	71
FAIRVIEW	70	144
PARKWAY	50	52
MEMORIAL PARK	125	247
PINECREST	100	174
LAKE TERRACE	81	145
TOTAL	756	1518

### **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

**6 Months**\_\_\_\_\_ **12 Months** **X** **18 Months**\_\_\_\_\_ **24 Months**\_\_\_\_\_ **Other** \_\_\_\_\_

## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	226,500.00	TN37DEP0020196	0		
FY 1997	66,036.00	TN37DEP0020197	8,254.50		DEC. 2, 2000
FY1998	224,100.00	TN37DEP0020198	22,366.45		DEC. 2, 2000
FY 1999	166,275.00	TN37DEP0020199	131,297.97		DEC. 16, 2000

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

**Our strategy is broken down into four categories. The first is our partnership with the Johnson City Police Department to provide additional law enforcement in an effort to reduce the number of aggravated assaults by increased proactive means. Another category is the Youth Sports Program, which will continue to enhance the quality of life for the residents through the introduction of new sports activities. Our goal is increase the youth contact hours. The third category is the Drug Prevention Programs; through this category we are educating the youth on means of handling the pressures of life and introducing positive alternatives. We will monitor and evaluate the effectiveness of the program through pre and post testing and a survey to determine the change behavior. The fourth category is a partnership with Johnson City Public Schools for an Intervention Program designed to address substance abuse, mental health issues and structure aftercare.**

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	70,000.00
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	86,293.00
9170 - Drug Intervention	12,000.00
9180 - Drug Treatment	
9190 - Other Program Costs	5,000.00
<b>TOTAL PHDEP FUNDING</b>	<b>173,293.00</b>

## C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHA's are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 70,000.00		
Goal(s)	The Johnson City Police Department will continue to provide supplemental security services as specified in the contractual agreement between the two agencies.						
Objectives	To reduce the crime to ensure the JohnsonCity Housing Authority Developments will be a safe place to live.						
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Police Contract			Dec. 17, 2000	Dec. 16, 2001	70,000.00	113,400.00	-Reduction of Aggravated Assault by 5% -Increase Police Visibility -Reduction of Burglary 5%
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 86,293.00		
Goal(s)	Programs designed to teach youth basic alcohol and drug education prevention and enhance individual strength for better coping skills, anger management, peer pressure, problem solving, self esteem and goal setting.						
Goal(s)	To provide sports, educational and cultural activities that are designed to promote positive development in the youth in our communities. To provide a safe, drug free, alcohol free and violence free environment and to enable growth and success into the future.						
Objectives	A Substance Abuse program targeting youth to educate them on the consequences of drug use.						
Objectives	To allow the youth to expand knowledge through new activities and experiences that not only will assist in the physical growth but also in mental and social growth.						
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Comprehensive Community Services (CCS) Contract to provide Substance Abuse Education	116	384	Dec 17, 2000	Dec 16, 2001	6,500.00	In-Kind	Pre Test and Post Test, level of participation
2. ETSU Partnership and Training Contract/Partnership to provide a Boys Prevention Program	23	80	June 1, 2001	Dec 16, 2001	7,181.00	ETSU Community Partnership and Training In-Kind	By level of participation, Pre Test and Post Test, Survey of interest
3. ETSU Partnership and Training Contract/ Partnership to provide Adult Parenting Class	14	1619	June 1, 2001	Dec 16, 2001	8,163.00	ETSU Community Partnership in Training In-Kind	Questionnaire, Survey of personal interest, Level of participation

<b>9160 - Drug Prevention (Cont.)</b>							<b>Total PHDEP Funding: \$ 86,293.00</b>
4. Contract with Girls Inc. to provide Life Coping Skills for at Risk Girls	40	87	Jan 1, 2001	Dec 16, 2001	7,291.00	In-Kind	Pre Test and Post Test, level of participation
5. Youth Sports Programs	97	384	Dec 17, 2000	Dec 16, 2001	33,018.00	City of Johnson City \$45,500.00	By level of participation
6. Prevention Programs Coordinator	210	2003	Dec 17, 2000	Dec 16, 2001	16,300.00	Johnson City Housing Authority In-Kind	By level of participation, Pre Test and Post Test
6a. Prevention Programs, Self Sufficient Training	18	1619	Dec 17, 2000	Dec 16, 2001	3,920.00	Johnson City Housing Authority In-Kind	By level of participation, Pre Test and Post Test
6b. Self Esteem Prevention	18	1619	May 1, 2000	Sept. 30, 2001	3,920.00	Johnson City Housing Authority In-Kind	By level of participation, Pre Test and Post Test
6c. PATROL(Police And Teens Reaching Opportunities for Life)	35	384	Dec 17, 2000	Dec 16, 2001	-0-	Johnson City Police Department In-Kind	By level of participation

9170 - Drug Intervention					Total PHDEP Funding: \$ 12,000.00		
Goal(s)	Develop an ongoing health service intervention program to serve the lowincome housing population.						
Objectives	Identifying residents with substance abuse issues, then working to modify behavior and provide early treatment and structured aftercare.						
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Intervention Program (Family Therapy Center)	90	2003	Dec 17, 2000	Dec 16, 2001	12,000.00	In-Kind	Obtain 100% of target households referred.

9190 - Other Program Costs					Total PHDEP Funds: \$ 5,000.00		
Goal(s)	Survey conducted by an external independent organization.						
Objectives	Conduct a survey with all eligible households in accordance to provided HUD guidelines.						
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Survey			Nov 1, 2001	Dec 1, 2001	5,000.00	No	Must obtain 50% of the target households.

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEPlan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b>	<b>25% Expenditure Of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g. Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity #1	17,500.00	Activity #2	35,000.00
9120				
9130				
9140				
9150				
9160	Activity #1-6	21,573.25	Activity #1-6	43,146.50
9170	Activity #1	3,000.00	Activity #1	6,000.00
9180				
9190			Activity #1	5,000.00
<b>TOTAL</b>		<b>\$ 42,073.25</b>		<b>89,146.50</b>

#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

## Comprehensive Grant Program (CGP)

## Part I: Summary

Office of Public and Indian Housing

HA Name

Johnson Citv Housina Authoritv

Comprehensive Grant Number  
TN37P00270900FFY of Grant Approval  
2000

☒ Original Annual Statement
 ☐ Reserve for Disaster/Emergencies
 ☐ Revised Annual Statement/Revision Number
 ☐ Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	\$0			
2	1406 Operations (may not exceed 20% of 19)	\$267,310.00			
3	1408 Management Improvements	\$297,820.00			
4	1410 Administration	\$98,696.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$12,000.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$382,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$162,800.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$9,000.00			
14	1485 Demolition	\$0.00			
15	1495.1 Relocation Cost	\$0.00			
16	1490 Replacement Reserve	\$0.00			
17	1498 Mod Used for Development	\$0.00			
18	1502 Contingency (may not exceed 8% of 19)	\$106,923.00			
19	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,336,549.00</b>			
20	Amount of line 19 Related to LBP Activities	\$0.00			
21	Amount of line 19 Related to Section 504 Compliance	\$0.00			
22	Amount of line 19 Related to Security	\$88,769.00			
23	Amount of line 19 Related to Energy Conservation	\$0.00			

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator &amp; Date:

X

X

**JCHA Resident Advisory Board Meeting**  
**March 8, 2000**  
**Questions, Concerns, and Comments**

1. **Question:** Concerns were raised regarding presence of police officers in various developments—some residents claim they never or rarely see police officers in their neighborhood.  
**Answer:** In the latest *Resident Reporter* there is an article with each Housing Officer's picture and a schedule of when they will be in each resident center. The Johnson City Police Bureau plans to increase police presence in each neighborhood through foot and bike patrols.
2. **Question:** Concerns were raised regarding children's safety, especially waiting for the bus and going to and from recreation centers.  
**Answer:** Now that the daytime officer is rotating bus assignments in each development, he will be patrolling the bus stops. In addition, the Housing Authority has an employee at the Keystone development monitoring the bus stop in the mornings.
3. **Question:** Request was made that an overpass be constructed over the highway in order for children to safely get to the Carver Recreation Center.  
**Answer:** Response to this was that the land in question for such an overpass does not belong to the Authority, but instead belongs to Johnson City, and thus would have to be worked out with them.
4. **Question:** Recommendation was made that shelters be constructed at bus stops in each development.  
**Answer:** We are currently awaiting response from Resident Council regarding suggested locations of bus shelters in each development.
5. **Question:** Request was made that transportation be made available in all developments for children traveling to and from activities such as the STAKED program.  
**Answer:** We are in the process of coordinating transportation for those developments that are not within walking distance of the Keystone Recreation Center to increase the participation of youth in the existing programs.
6. **Question:** Recommendation was made that a new resident orientation be implemented in order to explain terms of lease, JCHA regulations, etc. to new tenants.  
**Answer:** We are currently waiting for final rules to be issued from HUD regarding Deconcentration, Pet Policy, Community Service, etc. When these regulations are finalized, we are planning to put together an orientation package for use with new tenants.



**JCHA Resident Advisory Board Meeting**  
**March 15, 2000**  
**Questions, Concerns, and Comments**

**Admission/Eligibility**

1. **Question:** How does JCHA define a family?

**Answer:**

- A. A **family with or without children** Such a family is defined as a group of people related by blood, marriage, or adoption that live together in a stable family relationship.
- (1) Children temporarily absent from the home due to placement in foster care are considered family members.
  - (2) Unborn children and children in the process of being adopted are considered family members for the purpose of determining bedroom size but are not considered family members for determining income limit.
- B. An **elderly family**, which is:
- (1) A family whose head, spouse, or sole member is a person who is at least 62 years of age;
  - (2) Two or more persons who are at least 62 years of age living together; or
  - (3) One or more persons who are at least 62 years of age living with one or more livein aides.
- C. A **near-elderly family**, which is:
- (1) A family whose head, spouse, or sole member is a person who is at least 50 years of age but below the age of 62;
  - (2) Two or more persons, who are at least 50 years of age but below the age of 62, living together; or
  - (3) One or more persons who are at least 50 years of age but below the age of 62, living with one or more live-in aides.
- D. A **disabled family**, which is:
- (1) A family whose head, spouse, or sole member is a person with disabilities;
  - (2) Two or more persons with disabilities living together; or
  - (3) One or more persons with disabilities living with one or more livein aides.

E. A **displaced family**, which is a family in which each member, or whose sole member, has been displaced by governmental action, or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws.

F. A **remaining member of a resident family**.

G. A **single person** who is not an elderly or displaced person, or a person with disabilities, or the remaining member of a resident family.

H. **Emancipated minor**, which is a minor who, through court action, is not under the control of their parents and has full legal rights as an adult.

2. **Question:** What are the income limits?

**Answer:** HUD provides income limits for very low and low income on an annual basis. HUD, using the Metropolitan Statistical Area, sets the income limits (MSA). JCHA receives these limits February 1<sup>st</sup> of each year. Eligibility based on income comes from these limits.

3. **Question:** Are income limits going to have to be adjusted to accomplish deconcentration (income mix)?

**Answer:** HUD sets the income limits annually. JCHA will use an applicant's income to accomplish the deconcentration goals, not income limits.

4. **Question:** At this time, is there a reasonable mix of incomes within the Housing Authority?

**Answer:** Yes, the mix is as follows:

DEVELOPMENT	LOW	AVERAGE	HIGH
Carver	\$0	\$5,287	\$19,448
Keystone	\$0	\$6,204	\$25,890
Dunbar	\$0	\$6,078	\$12,482
Fairview	\$0	\$6,886	\$18,795
Parkway	\$0	\$5,017	\$19,926
Memorial Park	\$0	\$9,148	\$31,102
Pinecrest	\$0	\$7,598	\$20,012
Lake Terrace	\$0	\$6,874	\$21,420

5. **Question:** Mission Statement—does it include targeting low and very low income?

**Answer:** Yes. The mission statement of the Johnson City Housing Authority is:

**To cost effectively assist eligible very low and low income families by providing opportunities for affordable housing and socioeconomic advancement in a discrimination free environment.**

### **Resident Selection/Assignment of Unit**

1. **Question:** How many waiting lists are maintained for housing?

**Answer:** Two, one for public housing and one for Section 8 housing.

2. **Question:** If someone is offered an apartment and they refuse to take it, what happens?

**Answer:** Changed ACOP to read: *If the family rejects the first unit offered, they will not lose their place on the waiting list. If the family rejects the second unit offered, they will go to the bottom of the waiting list.*

3. **Question:** Will applicant be offered more than one choice of unit?

**Answer:** Yes, if the following conditions are met:

- (1) If the unit size they are eligible for is available in more than one place.
- (2) If the available unit(s) they are eligible for is within a development that the Rule to Deconcentrate Poverty and Promote Integration in Public Housing will allow us to house them in.

### **Pet Policy**

1. **Question:** Is there a new pet policy?

**Answer:** At this time, HUD has not established regulations regarding a pet policy. When these guidelines are established, JCHA will have another meeting to address this issue.

### **Preference Policy**

1. **Question:** Concerns were raised regarding current preference policy. Elderly, disabled and displaced—current order of preference selection was questioned and discussed. Also questioned was whether or not substandard housing was included in these categories.

**Answer:** The City of Johnson City Consolidated Plan shows there is a need for housing for the elderly and disabled. Applications taken by JCHA do not support the need to make substandard housing a preference.

### **Lease Violation Citations**

1. **Question:** Does zero-tolerance include juvenile offenders?

**Answer:** Yes, if the juvenile is a member of the resident's household, or a guest.

**THE JOHNSON CITY HOUSING AUTHORITY HAS A ZERO TOLERANCE POLICY WITH RESPECT TO CERTAIN MATERIAL VIOLATIONS OF THE LEASE. SUCH**

**MATERIAL VIOLATIONS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:**

**ZERO TOLERANCE POLICY**

The Johnson City Housing Authority has a zero tolerance policy with regard to violations of the following Lease terms:

- a. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents or employees of the Authority;
- b. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of their residences by persons residing in the immediate vicinity of the premises;
- c. Any violent or drug-related criminal activity, on or off the premises, engaged in by a resident of any unit, any member of the resident's household, or any guest, or other person under the resident's control, or any activity resulting in a felony conviction.
- d. Alcohol abuse that the Landlord determines interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents or employees of the Authority.
- e. **Any drug-related or violent criminal activity or any felony conviction on or off the premises. This includes but is not limited to the manufacture of methamphetamine on the premises of the Johnson City Housing Authority.**

**Violent** is defined as "any activity resulting in a felony conviction."

2. **Question:** Concern was raised regarding the phrase "violent or drugrelated criminal activity on or off the premises" under the zero tolerance section of the lease violation citation. After discussion, recommendation was presented to consider removing the phrase "on or off the premises" from the citation.

**Answer:** The concern regarding the phrase "on or off" the premises was addressed. The language presented by JCHA is verbatim from the U.S. Housing Act Section (5)(A)(6). The JCHA does not have the authority to change statutory language.

3. **Question:** Recommendation was made that a grievance procedure include drugrelated offenses or criminal activity.

**Answer:** The Secretary of the United States Department of Housing and Urban Development (HUD) has determined that Tennessee State Law affords a tenant full right to due process. Accordingly pursuant to Chapter 24, Section 966.51 of the Code of Federal Regulations, JCHA has elected to exclude from its grievance procedure matters involving termination of leases for drugrelated offenses or criminal activity. Consequently, HUD has determined that the aforementioned status provides the opportunity of a hearing in court in the State of Tennessee that contains the basic elements of due process.

## **JCHA Resident Advisory Board Meeting March 22, 2000 Questions, Concerns, and Comments**

### **Utility Bills**

1. **Question:** Concerns were raised regarding the calculation and collection of overage on utility bills. The process has changed from billing quarterly to monthly. Some are concerned because some months are higher than others and therefore it is difficult to pay on those months. If the Authority billed quarterly, some Advisory Board members feel that it evens out better with the high months not being as noticeable.

**Answer:** When the Rent Collection Policy was implemented, the quarterly utility readings were divided into three (3) monthly allowances. Due to the fact there was no history, the allowances were set up as so much per day of the month, which resulted in the three months within the quarter being fairly equal. It was noted at that time that this might not be equitable but was the only method available at that time.

Since that time, an independent engineering firm has reviewed the current utility allowances, and the allowances were found to be more than generous *as provided*. There were two apartment sizes for three months within the Parkway community that had current allowances under the engineering firm's recommended allowances.

We think that the current allowances are adequate and no changes are needed at this time, with the possible exception of the two apartments in Parkway community mentioned above. Any future changes will be determined by review of utility allowances as prescribed by HUD.

2. **Question:** Regarding determination of "reasonable use" of utilities—suggestion was made that the Housing Authority use additional engineering firms to determine these figures. Different firms can vary significantly as to what is considered "reasonable use."

**Answer:** The Legal Services representative made this suggestion. Basically, the suggestion was the JCHA needed to find an engineering firm that would provide a high "reasonable use" allowance so that the residents would not pay as much, or any, excess utilities. This would defeat the purpose of an independent engineering firm review as much as if the JCHA were to find a firm that would provide a low "reasonable use" allowance. We don't recommend setting such criteria for an engineering firm, since HUD procurement regulations, as well as JCHA Procurement Policy, set restrictions on the establishment of qualifications for contracted services.

3. **Question:** Where does the utility overage money go?

**Answer:** It goes into the general operating budget.

## **Physical Improvements — Current and Projected**

1. **Question:** Suggestion was made that the Housing Authority needs to look at incorporating outside handrails at units and resident centers in order to accommodate elderly and handicapped.

**Answer:** All required handrails are in place throughout Authority developments.

2. **Question:** Regarding projection dates of physical improvements—can we bump any of the projected dates up for certain items?

**Answer:** We can on paper, but it will probably have minimal, if any, effect on when each item is actually completed.

3. **Question:** Who determines what physical improvements will be done? Is the Resident Council going to have any input?

**Answer:** The Housing Authority wants the Resident Council's input on every item. Mr. Farmer requested that all comments/suggestions be submitted to him within 30 days.

4. **Question:** Concerns were also raised regarding playgrounds. Playgrounds at Head Start and day care centers are open to other children only during certain times.

**Answer:** The playgrounds that are used by Head Start were built with the whole community in mind. Before any of these playgrounds were renovated, I talked with Mr. Steve Courtner and Mr. Wayne Jennings from UETHDA about this situation, and I was assured that the Head Start Centers would only require the full use of the playgrounds approximately one hour per day. If this is not the case, I think a letter to either of them should correct any misunderstandings about these playgrounds.

5. **Question:** Another major concern is that the playgrounds are designed for young children—the older children have no place for recreation. Suggestion was made that the JCHA consider building areas for older children with volleyball courts, basketball courts, etc.

**Answer:** The playgrounds have, indeed, been designed for our young children, although most playgrounds have items that are for 5 to 12-year-olds. For children over 12, playgrounds are not a high priority for use with Capital Funding at this time.

In some areas, such as Memorial Park, Keystone, Carver, and Dunbar, activities such as volleyball and basketball are on-site or at nearby facilities (within walking distance). Also, in some cases, we have realized that outdoor basketball courts sometimes cause more problems than they remedy, especially when there is unsupervised play.

If there was an organized approach for this type of recreational activity, specifically for our older children, then a higher priority would be given to these issues.

6. **Question:** Another issue regarding the elderly was raised. Is there a *real* need to increase accommodations for the elderly (based on what the City five year plans show)?

**Answer:** Response was made that the Housing Authority cannot depend on City plans and statistics to determine need, because the Housing Authority is *designed* to cater largely to the elderly and handicapped (waiting lists can often be 50% or more elderly/handicapped applicants).

7. **Question:** Who takes care of the sidewalks?

**Answer:** If it is on Housing Authority property, the Housing Authority does.

## ***DECONCENTRATION POLICY***

It is Johnson City Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Johnson City Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

# **JOHNSON CITY HOUSING AUTHORITY**

901 Pardee Street  
Post Office Box 59  
Johnson City, TN 37605-0059  
Phone (423) 232-4784 Fax (423) 232-4789

## **MEMORANDUM**

**TO:** To Whom it may Concern  
**FROM:** Mike Clark MIS Coordinator  
**DATE:** 7/8/2000  
**SUBJ:** SF-LLL form

As the Johnson City Housing Authority has not participated in any lobbying activities, we do not need to submit form SF-LLL or SF-LLLa.

Thank You,  
Mike Clark